

MICHIGAN DEPARTMENT OF EDUCATION

Division of Accountability Services

Principal/Assistant Principal Training for Conducting Education Evaluations Grant

Frequently Asked Questions (FAQs)

1) What is this grant offering?

- a. To help principals and assistant principals receive training on conducting educator evaluations consistent with [MCL 380.1249](#). It was initially offered in the fiscal years of 2013 and 2014. Unused funds appropriated from the FY 13 and FY 14 years were rolled forward by the State Budget Office to allow the MDE to continue to offer this grant opportunity until the remaining funds are exhausted.

2) What are the requirements for a training program eligible to be covered by this grant application?

- a. Training programs must have been previously approved by the department meet the following criteria as it was in the statute that created this grant program for two prior fiscal years:
 - i. Contain instructional content on methods of evaluating teachers consistently across multiple grades and subjects.
 - ii. Include training on evaluation observation that is focused on reliability and bias awareness and that instills skills needed for consistent, evidence-based observations.
 - iii. Incorporate the use of videos of actual lessons for applying rubrics and consistent scoring.
 - iv. Align with [Recommendations of the Michigan Council for Educator Effectiveness](#).
 - v. Provide ongoing support to maintain inter-rater reliability. As used in this subdivision, "inter-rater reliability" means a consistency of measurement from different evaluators independently applying the same evaluation criteria to the same classroom observation.

3) What is the amount of this grant award?

- a. The grant awards \$350 per principal or assistant principal that is listed in the grant application. Districts submitting a principal training grant application with personnel determined to be eligible for the \$350 award. Districts will receive payment amounts in state school aid payments in multiples of \$350, depending on the number of eligible personnel.

4) What personnel in my district are eligible to receive the \$350 each award for principal training purposes?

- a. Districts submit the Personnel Identification Codes (PICs) of their Principals and Assistant Principals who will receive the training for conducting educator evaluations. The district MEGS+ user should work

closely with the district Registry of Educational Personnel (REP) Authorized User to ensure that the PICs submitted are correct. Eligible PIC assignments for the \$350 training grant award are those with the specific submitted REP assignment code as listed here:

1. 73100-73599 (Principals)
2. 74100-74599 (Assistant Principals)
3. 72101, 72201, 72301, 72401, 72501 (School Management Administrators)
4. 76101, 76201, 76301, 76401, 76501 (School Management Supervisors)
5. 77101, 77201, 77301, 77401, 77501 (School Management Coordinators)

New to district/position staff that were not previously submitted by the district in the REP should be submitted after the district identifies the new hire or new to-principal-role staff. Additional grant eligibility will be evaluated on a per-PIC basis using the Fall 2015 REP Collection. Principals and assistant principals identified as such in the Fall 2015 REP Collection that are new to the district or principal/assistant principal position assignment will be considered at a later date following the close of the Fall 2015 REP Collection window. For PICs submitted in grant applications that were determined not to have the principal/assistant principal assignment codes specified in the eligibility portion of this document in their 2014-15 End-Of-Year REP Collection, a second wave of reviews will be conducted and awards processed.

5) How do I request this grant application for my district's principals and assistant principals?

- a. Instructions on how to request the grant has been created and posted at www.mi.gov/educatorevaluations. The direct link to the instructions document is: http://www.michigan.gov/documents/mde/MEGSPlusInstructions_493637_7.pdf. The link to the login page of MEGS+ is: <https://mdoe.state.mi.us/MEGSPlus/>

6) What will I need to apply for this grant?

- a. You will need a list of Personnel Identification Codes, or PICs for the principals and assistant principals in your district that you wish to apply for the \$350 award for. These PICs come from the REP application. Your district HR staff should be able to help you identify these codes.

7) What if my previously submitted principal/assistant principal staff were not submitted with the eligible assignment codes you mentioned in #4?

- a. They will not be eligible for the first waive of grant approvals, however, if funds are available, the MDE will review applications again using the Fall 2015 REP information. If this applies to your situation, you may want to reconsider the assignment codes you will submit in

the Fall 2015 REP Collection for the principal/assistant principal personnel. For the second review of applications using the Fall 2015 REP information, again only the assignment codes mentioned as eligible in #4 above will be eligible.

8) Does each principal/assistant principal request this grant application separately?

- a. No. Each district can fill out only one application as a single application submission can contain all of the PICs for principals and assistant principals that the district requests the grant award for. If you are having difficulty understanding how to submit multiple principals/assistant principals in your district application, please review step 6 in the instructions linked above.

9) Is there a limit to how many principals/assistant principals can be submitted in my district grant application?

- a. There is not limit to the number of PICs that can be submitted in a district grant application, however, keep in mind that only principals/assignment codes for which their

10) When do the funds have to be used by?

- a. There is not an exact deadline for when the funds need to be expended by the district, however, it should be used as soon as any future registration/training dates will allow.

11) Is my ISD or the MDE coordinating the trainings?

- a. Depending on the training option you select, there may be coordinated trainings from outside vendors by your intermediate school district, however, the MDE is not coordinating training sessions around the state. Check out the training program descriptions for contacts and information regarding the approved training programs.

12) What are the approved training programs/providers?

- a. The approved training programs from prior grant years where this program was offered are listed below. Please consult the [descriptions, contact, and registration information document](#) PRIOR to submitting your district's grant application in order to ensure you make the most appropriate selection.
 - i. Charlotte Danielson's Framework for Teaching (Charlotte Danielson Group)
 - ii. The Five Dimensions of Teaching and Learning (The University of Washington, Center for Educational Leadership)
 - iii. The Marzano Teacher Evaluation Model
 - iv. The Thoughtful Classroom (Silver Strong & Associates)
 - v. A Framework for Teaching: Supporting Professional Learning (Lenawee ISD)

- vi. Clarkston Community Schools Educator Evaluation Program (Clarkston Community Schools)
- vii. Effective Evaluation for Educators (Jackson ISD)
- viii. Evaluation Collaboration and Feedback Training to be Consistent and Support Teachers (Airport Community Schools)
- ix. Educator Evaluation: Together We Make Each Other Better (Michigan Association of Secondary School Principals - MASSP)
- x. Great Lakes Bay Instructional Leadership Series for Principals and Teacher Leaders (Bay-Arenac ISD)
- xi. Supporting Teacher Growth Through Evaluation (Kent ISD)
- xii. Teacher Evaluation System(s) CUES Model (Mid-continent Research for Education and Learning)
- xiii. Teacher Evaluation System(s) Standards-Based Model (Mid-continent Research for Education and Learning)
- xiv. Training for Observers/Evaluators (Imlay City Community Schools)

13) Does receiving these funds commit my district to a certain framework or evaluation model?

- a. No. The grant funds are solely related to training principals/assistant principals in an approved program or framework. Frameworks/providers selected by your district in this application does not commit your district to that program and will not impact your eligibility for any future evaluation training opportunities.

14) Can I change my selected training program after submitted my application?

- a. Yes. Notify mde-accountability@michigan.gov of the change and we will note this in your submitted application.

15) When will we be notified of grant approvals?

- a. Grant applicants will be notified in late September for the first wave of applicants and February 2016 for the 2nd wave of applicants for new staff submitted in the Fall 2015 REP.

16) When will we be awarded grant funds?

- a. Approved grant applicant districts will be paid using the State Aid Management System in October for the first wave of applicants and late winter 2016 for the 2nd wave of applicants for staff submitted newly by the district in the fall 2015 REP.

17) When are training grant applications due by?

- a. Principal training grant applications must be submitted in MEGS+ by **11:59pm on September 15, 2015.**

18) Where can I find resources, materials, and other helpful information regarding this grant application?

- a. You can find all available resources and materials relating to the principal training grant application at www.mi.gov/educatorevaluations. Additional concerns or questions can be directed to Matt Gleason at MDE-Accountability@michigan.gov or 517-373-6731.